

BUSINESS AND NONINSTRUCTIONAL OPERATIONS

Fines and Fees: Collection of Past Due AccountsA. Generally

The superintendent is expected to protect the taxpayers of the school division, by making every effort to collect all bills due the division. Although the intention is not to jeopardize the educational opportunities of students because of the oversight or the financial inability of parents, the school board believes there are important educational values to be learned concerning the payment of obligations. Therefore the superintendent will take every fair and reasonable action to ensure the receipt of payment for fines, fees, damages and services.

After exhausting other approaches to the delinquent accounts of adults, the superintendent is authorized to retain the services of the board's legal counsel in the effort to secure collection, advising board members of this action by memo. However, no lawsuit shall be filed without the approval of the board in a regular or special meeting.

B. Book Fines and Fees

All students shall be required to pay for damages to or loss of textbooks, library books and division materials and will be required to pay fees as assessed by the board except in cases of extreme hardship. Hardship cases will be required to furnish conditions in writing before fines and fees will be waived.

C. Significant Amounts

The superintendent shall be authorized to utilize the following procedures for the collection of significant amounts:

1. Letters requesting payment, to parents and/or guardian;
2. Preliminary action through the board's legal counsel;
3. Institute lawsuit, upon approval of the school board.

Adopted by School Board: March 24, 1987

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Amended by School Board: August 27, 1996